

# FARMINGTON POLICE DEPARTMENT

## POLICY AND PROCEDURE



**Policy Number:**

111-04

**Effective Date:**

11/11/2016

**Subject:**

Department Goals and Objectives

**Approved by:**

A handwritten signature in black ink, appearing to read "S. D. Hebbe".

**Steven D. Hebbe, Chief of Police**



### **PURPOSE:**

To provide the Farmington Police Department with written goals and objectives.

### **POLICY:**

It is the policy of the Farmington Police Department to establish written goals and objectives as part of the annual budget preparation process.

### **PROCEDURE:**

Each year, the Department prepares its annual budget proposal for the following fiscal year. As part of this process, each organizational component is required to set budgetary goals and objectives and performance indicators. Following submission of the budget, each organizational component develops strategic goals and objectives, based on the budgetary objectives and new projects which have been identified since the preliminary budget process. Task plans are developed to provide guidelines for how the goals and objectives will be met.

The goals and objectives planning process is on-going. Each year, the plan is reviewed and revised as part of the budget preparation cycle. Each Department component is required to evaluate their budgetary goals and objectives and performance indicators, and their strategic goals and objectives and the progress of each task plan. In addition to this annual review, the progress of individual performance indicators and task plans are evaluated, updated and modified periodically, as determined by the Chief of Police.

The Department budget document and the Strategic Plan are available to all Department employees upon request.